

APPENDIX A REPORT WORDING	Page 1 of 3
Division of Forensic Science LATENT FINGERPRINTS PROCEDURES MANUAL	Amendment Designator: 1 Effective Date: 6-July-2005

APPENDIX A REPORT WORDING

1 LATENT PRINT SECTION REPORT GUIDELINES

1.1 CASE INFORMATION: Agency name, name of investigating officer, laboratory case number, agency case number, victim, offense, and suspect(s).

1.2 EVIDENCE SUBMITTED: A listing and description of exhibits as received from agency, evidence storage area, or mail.

1.3 EXAMINATION AND RESULTS: Statement of the results of examinations (evaluations, and comparisons) performed on the exhibits submitted.

1.3.1 Latent prints- Processing and evaluation.

1.3.1.1 Suitable for comparison: Latent print has sufficient quality for identification purposes.

1.3.1.1.1 ____ latent fingerprint(s), (and) ____ latent palm print(s), and ____ latent impression(s), which could be either a latent fingerprint or latent palm print, of value for identification purposes (was/were) (developed) (developed and lifted) (is/are) present (as follows: on)____

1.3.1.2 Not suitable for comparison: Latent print does not contain a sufficient number of characteristics for identification purposes.

1.3.1.3.1 No latent prints of value for identification purposes are present or were developed ____ (.) therefore, no comparison(s) was/were made with Item(s) _____.

1.3.2 Comparison

1.3.2.1 Identification made: Latent print and known print were made by the same individual. The latent print and the known print have sufficient corresponding points of identification located in the same relative positions and maintaining the same group relationship. No unexplainable differences exist between the two prints.

1.3.2.1.1 ____ One (1) latent ____ on Item ____ has been identified with the submitted _____ of _____. Therefore, no additional print comparisons will be conducted.

1.3.2.1.2 ____ latent fingerprint(s), ____ latent palm print(s), ____ latent impression(s) (have/has) been identified with the submitted fingerprint(s) (and/or) palm print(s) of _____.

1.3.2.2 No identification made: Latent print and known prints were made by two different individuals; or known prints are too poor to make an identification.

1.3.2.2.1 The latent fingerprint(s), latent palm print(s), latent impression(s) (was/were) not identified with the submitted fingerprint(s) (and/or) palm prints of _____.

1.3.2.3.2 The _____ were compared in so far as possible with the submitted _____. In order for a conclusive comparison to be made, a fully recorded set of _____ should be submitted.

1.3.3 Reexamination of latent prints: A latent print originally reported to be of value. (Not identified or no known fingerprints were originally submitted.)

____ latent fingerprint(s), (and) ____ latent palm print(s), (and) ____ impression(s) of value for identification purposes (was/were) previously reported in this case.

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<p>1.3.4 Fingerprinting deceased</p> <p>1.3.4.1 Identifiable fingerprint(s) (and palm prints) were obtained from the deceased.</p> <p>1.3.4.2 No fingerprints were obtained from the deceased.</p> <p>1.3.5 AFIS (State and Federal)</p> <p>1.3.5.1 AFIS search run and an identification was made:</p> <p>1.3.5.1.1 ____An/A (subsequent) automated fingerprint search of the (state and federal) files(s) (was/were) conducted and as a result, ____ latent fingerprint(s) (have/has) been identified as the fingerprints of _____, (S.I.D./F.B.I.)#_____, received from (C.C.R.E./the F.B.I.) on _____.</p> <p>1.3.5.2 AFIS search run and no identification was made.</p> <p>1.3.5.2.1 ____ An automated fingerprint search of the (state and federal) file(s) (was/were) conducted, but no identification was effected.</p> <p>1.3.5.3 Identifiable latent prints but not suitable for AFIS.</p> <p>1.3.5.3.1 ____ The latent fingerprint(s) (do/does) not meet the necessary criteria to conduct an automated fingerprint search.</p> <p>1.3.6 Photographs</p> <p>1.3.6.1 Photographs retained in file.</p> <p>1.3.6.1.1 ____ (Photographs) of the latent print(s) are (still) being retained in our file for any future comparison.</p> <p>1.3.6.2 Negatives and/or digital media to be returned to agency.</p> <p>1.3.6.2.1 A CD-ROMdisc containing digital images of the latent print(s) from Item(s) ____ (is/are) packaged with Item ____, and should be maintained for possible future use.</p> <p>1.3.7 Disposition of Evidence</p> <p>1.3.7.1 The evidence is being returned under separate cover.</p> <p>1.3.7.2 The evidence is returned herewith.</p> <p>1.3.7.3 The evidence is being retained for personal pickup.</p> <p>1.3.7.4 The evidence is being returned to the (Central/Eastern/Western/Northern) Laboratory where it will be available for personal pickup.</p> <p>1.3.7.5 The evidence will be available at the (Central/Eastern/Western/Northern) Laboratory after you have received the results of all requested examinations.</p> <p>1.3.7.6 The results of other requested examinations and disposition of the evidence are being reported separately.</p> <p>1.3.7.7 The requested examination was terminated following notification by ____on ____.</p>	

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<p>1.4 REQUEST FOR ADDITIONAL SUBMISSIONS: Agency is requested to submit additional items of evidence (elimination prints, palm prints, clearer and more complete inked fingerprints of suspects, etc.) in order that all suitable latent prints can be identified or eliminated. (“Request for Additional Submissions” subtitle and paragraph(s) may be omitted if the need for additional items of evidence as listed in the previous sentence is specified in the comparison findings.</p> <p align="right">◆End</p>	